

INDIVIDUAL QUALIFICATION REVIEW DOCUMENTATION

Individual's Name/IQCS EmplID

Date

Reviewer

Position Being Reviewed

Position Acquired (YR)

Current Agency

Required Training: _____

☐

Copies of all certificates are present

☐

Copies of certificate(s) not present: _____

☐

Working on obtaining training course. Scheduled to attend _____.

☐

Working on locating certificate(s) and/or documentation.

☐

Position was obtained prior to the use of the _____.

Additional Training: _____

☐

Copies of all certificates are present

☐

Copies of certificate(s) not present: _____

☐

Working on obtaining training course. Scheduled to attend _____.

☐

Working on locating certificate(s) and/or documentation.

☐

Position was obtained prior to the use of the _____.

Position Task Book

☐

Position Task Book is completed and copies of necessary pages are present.

☐

Position Task Book has been initiated on _____ but is not completed.

☐

Position Task Book was not available until _____.

Additional Comments:

Employee Concurrence

Interagency Fire Management Officer
Concurrence

Interagency Training Officer
Concurrence